

**Holderness Select Board
Meeting Minutes
June 11, 2018**

Select Board Members Present: Jill White, Chair, Woodie Laverack, Vice Chair, Sam Brickley, Shelagh Connelly and Peter Francesco.

Others Present: Michael Capone, Town Administrator, Police Chief Jake Patridge, Bob Maloney, Malcom Taylor.

Call to Order: The meeting was called to order at 4:30 P.M.

Payroll & Payables: Reviewed and discussed.

Correspondence File: The correspondence file was reviewed and discussed.

At 5:02PM, Ms. White led those present in the Pledge of Allegiance.

Public Participation: Bob Maloney was present to inquire about business listings. He shared an informational card promoting businesses in Sandwich and asked if the Board members had seen it. Ms. White noted that she had and believed it was produced by an area business group. She mentioned to Bob that she would check into its origin as she is acquainted with some of the businesses listed.

Mr. Maloney mentioned that he had heard after the fact about a business meeting in May but did not see it advertised anywhere. It was noted that the information about the meeting was posted on the website and invited all Town businesses to attend.

Ms. White commented that a number of businesses did attend the meeting. Since most of those attending were from businesses in the "Village" area, much of the discussion centered on areas of interest to them.

Mr. Maloney questioned whether Town Government should do more to assist businesses. Ms. Connelly noted that the Town does support business by providing essential services to them such as Police and Fire protection and highway maintenance.

Mr. Maloney thanked the Board for their time. Ms. White noted that she would contact Mr. Maloney when the next business meeting is scheduled.

Approval and Signing of Payroll and Payable Checks: Ms. Connelly moved, seconded by Mr. Laverack to approve the payroll and accounts payable manifests and to issue checks accordingly. The motion passed by a vote of 5-0.

Approval of meeting minutes: Mr. Laverack moved, with a second from Ms. Connelly to approve the minutes of the May 29, 2018 meeting and the non-public minutes of the May 14, 2018 meeting. The motion was passed by a vote of 5-0.

Consent Agenda/ Signature file:

PRLAC reappointment for Carl Lehner

Abatement Response: Map 245 Lot 039-D10 and Map 247 Lot 047

Land Use Change Tax Appeal: Map 250 Lot 004

Property Tax Supplemental Warrant Map 241-074-000 and Map 241-074-001

Warrant for Licensed Dogs

Mr. Francesco moved, seconded by Mr. Laverack to approve the items on the Consent Agenda. The motion was passed by a vote of 5-0.

Department Head Visits: Police Chief, Jake Patridge – Chief Patridge mentioned that the Department was investigating some car break-ins at various locations around Town. He advised car owners to be certain to lock their vehicles and not leave expensive items in them, especially if they were going to leave the vehicle unattended for a period of time while hiking or visiting one of the local businesses or other venues.

The Chief mentioned that the SLA had been doing a great job staffing the Rattlesnake Trail area. Their presence has helped to minimize the parking issues in the area. He anticipates the volume to increase as the season progresses requiring more of a Police presence.

New Business: Capital Outlay Transfers – The Board reviewed the memo prepared by the Town Administrator detailing the amounts of capital outlay transfers to the various capital reserve accounts as authorized by the Town Meeting vote in March of 2018. The transfers to the eight accounts totaled \$381,190.53. Mr. Francesco made a motion seconded by Mr. Brickley to authorize the Trustee of Trust Funds to transfer the amounts as stated in the memo. The Board voted 5-0 in favor of the motion.

Public Participation: Mr. Taylor was present to discuss the parking issue along Route 113 in the vicinity of the Rattlesnake Trailhead with the Board. He felt that given visiting the area is promoted by the State, they should take the responsibility for maintaining safety in the area and not leave it to the Town.

The Town Administrator noted the Lakes Region Transportation Advisory Committee (TAC) had written to the State in support of the Town's request to place no parking signs along 113 in the area of the trailhead. The State remains reluctant to honor the request. It was suggested that a letter be prepared accompanied by a detailed parking plan to be submitted to the State asking, once again, for the no parking signs. The letter would be shared with our State Representatives, our State Senator and our Executive Councilor in hopes that they will support our request and possibly involve the governor as well.

The Board thanked Mr. Taylor for stopping by.

Old Business: Legal RFP's – The Town Administrator and Mr. Brickley had reviewed the RFP's received from the three firms who responded to the initial request. It was their recommendation based on that review that the Board utilize the services of Gardner, Fulton and Waugh for the Town's municipal legal services. After a short discussion, Mr. Laverack made a motion that the Board accept the recommendation. There was a second from Mr. Francesco. The Board voted 4-0-1 in favor of the motion with Ms. Connelly abstaining. The Board directed the Town Administrator to thank those firms that submitted.

**Town Administrator's Report to the Select Board
June 11, 2018**

Meetings- 6/12 Conservation Commission 4PM
6/14 Lakes Region Planning Commission 9AM
6/19 Planning Board 6:30PM

1. The LRPC is already soliciting bids for a new electric aggregation contract for the end of the year. The Board agreed to continue their participation in this process.
2. Lewie Thompson has given his notice. His last day as highway Department Foreman is Wednesday, June 13th. Road Agent, Kevin Coburn will be reviewing the operational needs of the Department and making a recommendation to the Board with regard to how he plans to move forward from this point.
3. At the last JLMC meeting we discussed online training for employees. Would like to provide that as an option for certain types of training. After a brief discussion, the Board was in agreement that online training should be used as available to satisfy training requirement.
4. The Board reviewed the latest budget vs. actual at the department head meeting last week. Expenses are slightly below projections year to date and revenues are slightly ahead.
5. The folks at Peabody Smith approached me about staining the gazebo. It could probably use a little cleaning up, but I was not certain if there are any restrictions with regard to the gazebo when it was built. The Board discussed this briefly and asked the Town Administrator to check on any liability issues prior to any work being done.
6. The Town Administrator provided the Board with a response from a property owner to a zoning violation currently being administered by the Board. There was some discussion with regard to the information supplied as well as some new information provided. The Board directed the Town Administrator to refer the material to Town Counsel for their review and comment.

Board Member Reports: None

With no further business to come before the Board, Ms. Connelly made a motion to adjourn the meeting at 6:57PM. Mr. Brickley provided a second. The Board voted 5-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator

